



GUIDE 39

First edition – 1983-12-01

**General requirements for the acceptance
of inspection bodies**

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UDC 061.64 : 006.063

Ref. No. ISO/IEC GUIDE 39-1983 (E)

Descriptors : laboratory, certification, inspection.

Price based on 7 pages

Foreword

This document was drawn up by the ISO Committee certification, ISO/CERTICO. It was approved by the ISO Council in August 1983 and by the IEC Council in October 1983.

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GUIDE 39-1983 (E)

General requirements for the acceptance of inspection bodies

This Guide is one of a series covering the requirements for the acceptance of testing laboratories (ISO/IEC Guide 38), the acceptance of inspection bodies (ISO/IEC Guide 39) and the acceptance of certification bodies themselves (ISO/IEC Guide 40).

0 Introduction

The services offered by inspection bodies will be of benefit to individual users, national government, local government, certification and other bodies.

Inspection is an important component, associated with other activities, including certification, that assist in national and international trade. Considerations of competence, impartiality and integrity are fundamental to the acceptability of the inspection process. Users of the inspection service must be guided by this fact in making the choice of inspection bodies that they employ. This judgement must be seen to be exercised in an acceptable manner.

1 Scope and field of application

The object of this Guide is to set forth the criteria, the observance of which is intended to ensure that the services of inspection bodies are conducted with technical competence and thoroughness, careful observation and accurate reporting by competent qualified staff.

NOTES

- 1 The inspection body or the functions it performs could be an integral part of a certification or other body, or it could be a separate entity.
- 2 Where an inspection body carries out its function on behalf of a certification body, it is normally required to work to the specific instructions of the certification body.

2 Reference

[ISO/IEC Guide 39:1983](https://standards.iteh.ai/catalog/standards/iso/2add0385-9e3e-44da-a72f-a3ba78c121bc/iso-iec-guide-39-1983)

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ISO Guide 2, *General terms and their definitions concerning standardization, certification and testing laboratory accreditation.*

3 Definitions

3.1 inspection body : An impartial body having the organization, staffing, competence and integrity to perform to specified criteria functions such as assessing, recommending for acceptance and subsequent audit of manufacturers' quality control operations, and selection and evaluation of products on site or in factories or elsewhere as directed, to specified criteria.

The other relevant definitions contained in ISO Guide 2 are applicable.

4 Organization

An inspection body shall*

- a) be legally identifiable;
- b) have a technical manager, however named, who is qualified and experienced in the operation of the inspection body and who has overall responsibility for ensuring that the specified aims and the criteria contained herein are met;
- c) provide procedures for clear demarcation between actual inspection services and any auxiliary or unrelated functions;
- d) limit its activities, while performing an inspection, to those functions for which it is specifically directed;
- e) clearly define the areas of technology to be covered by its inspection services and for which it is qualified;
- f) ensure that inspection procedure and other matters shall be continuously coordinated with the certification or other bodies using these services.

* A recommended format for providing this information is given in the annex.